

The State Bar of California  
**Insurance Broker Services**  
Request for Proposal: Questions and Responses

- 1. Are there any specific service requirements (i.e. special document requirements, deliverables, meetings per year, etc.)?**

*An average of three meetings per year may be required to discuss additional coverage and the renewal application process. Certificates of insurance are issued throughout the policy year.*

- 2. Can you please list any significant claims over the past five years?**

*The revised RFP seeks premium quotations for the Commercial Package (includes Boiler & Machinery and Commercial Umbrella) and DIC. There have been no significant claims on this specific coverage over the past five years.*

- 3. On page 5, number 5, please define total cost of the proposal solution (does this included brokerage compensation and total premiums, etc)?**

*The revised RFP clarifies that the total cost of the proposal solution will include the brokerage compensation in consideration of the premiums for the Commercial Package (includes Boiler & Machinery and Commercial Umbrella) and DIC.*

- 4. Please clarify which documents in the submission requirement, question 3 should be submitted?**

*California Business license (It is not necessary to submit individual insurance licenses.)*

- 5. How many client references should be provided to meet the expectations of the RFP?**

*A minimum of two client references and contact information should be provided.*

- 6. In order to develop a more accurate compensation structure in the proposal, please provide the total cost of the insurance program, including premium amounts for each line of coverage.**

*The premium amounts for the current coverage will not be provided. One objective to the revised RFP process is to obtain the premium quotations from the insurance market.*